



## Application for the Utah State Office of Education Reading Endorsement Level 2

This endorsement may be attached to an Educator License with an Elementary, Secondary, or Special Education area of concentration. A person with an Educator License who completes the requirements for the Reading Endorsement Level 2 will receive an endorsement indicating specialization in the supervision of the teaching of reading.

### Applicant Information

Name \_\_\_\_\_ Date application submitted \_\_\_\_\_

Cactus ID (preferred) \_\_\_\_\_ or SSN \_\_\_\_\_

District \_\_\_\_\_ School \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Email \_\_\_\_\_

### There are two ways to earn the Reading Endorsement Level 2

1. Successful completion of university or other approved professional development courses matching the three requirements (see Page 2), or
2. Demonstrated competency (see Page 3).

### University and Professional Development Courses Approved by USOE

1. Courses are to be a minimum of three semester hours.
2. Courses are to be graduate level.
3. Courses are to be taken within five years of the date of this application.
4. Courses taken online will not be accepted.
5. University courses are reviewed and approved by agreement with USOE.
6. Professional Development courses (e.g. those offered by NUCC, CITES, SUTEC, etc.) must be pre-approved by USOE and entered in CACTUS.

### Instructions for Completing the Application

1. For university courses, attach original transcripts (internet transcripts are not acceptable), with the courses highlighted. In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education," or "Language Arts." If this is the case, submit either a syllabus from the course or a letter from the instructor or department verifying that the course meets the requirement.
2. For professional development courses, attach a copy of the Cactus report, with the courses highlighted.
3. On the next page, for each of the three requirements, indicate the courses you have completed that satisfy each of the requirements. If the course name and number are not an exact match to those listed on the left (the pre-approved courses) check "other," and record in the box on the right the course you wish to substitute. This includes approved courses offered by NUCC, CITES, SUTEC, etc.
4. Please read the Frequently Asked Questions document on the web site for answers to other questions.

Put a check next to the course that appears on your transcript.

Complete the boxes only if "Other" is checked.

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**1. Research in Reading**

- ☐ BYU - Elem. Ed. 676, Research in Reading  
☐ SUU - EDRG 6385, Research in Reading  
☐ U of U - T&L 6712, Reading Research  
☐ USU - ELED 6360, Research in Reading  
☐ WSU - MEDUC 6355, Research in Reading  
☐ Westminster - MED 679, 660, 680, Research in Reading  
☐ Other-Complete the box at the right

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Documentation attached (e.g. Cactus printout) _____

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**2. Supervision of Literacy Programs**

- ☐ BYU - Elem. Ed. 620, Organization & Admin. of Reading Programs  
☐ SUU - EDRG 6390, Supervision & Staff Develop. in Reading Instr.  
☐ U of U - T&L 6715, Reading Supervision  
☐ USU - ELED 6590, Supervising School Reading Programs  
☐ WSU - MEDUC 6354, Literacy Leadership & Staff Development  
☐ Westminster - MED 608, Supervision of Literacy Programs  
☐ Other-Complete the box at the right

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Documentation attached (e.g. Cactus printout) _____

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**3. Literacy Specialist Internship**

- ☐ BYU - Elem. Ed. 680R, Professional Internship  
☐ SUU - EDRG 6890, Reading Specialist Internship  
☐ U of U - T&L 6716, Reading Internship  
☐ USU - ELED 6370, Internship  
☐ WSU - MEDUC 6356, Reading Internship  
☐ Westminster - MED 608, Literacy Specialist Internship  
☐ Other-Complete the box at the right

Name of course _____
Date completed _____ #Hours _____
Sponsoring agency _____
Documentation attached (e.g. Cactus printout) _____

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## **Demonstrated Competency for One or More Requirements**

In lieu of university and/or approved professional development courses, the applicant may apply for an endorsement through demonstrated competency. Demonstrated competency will be approved under the direction of the USOE Language Arts/Reading Specialist. **The applicant must schedule, document, and submit the following:**

**Participate in an oral interview** under the direction of the USOE Elementary Language Arts/Reading Specialist or designee/s to determine applicant's declarative, procedural, and conditional research-based knowledge of each individual course. This is usually done by a committee of specialists.

**AND**

**Participate in a formal observation** conducted by USOE Elementary Language Arts/Reading Specialist or designee/s to demonstrate classroom instructional application of the Reading Endorsement course content.

## **Submitting the Application**

1. Print and complete this Endorsement Application.
2. The processing fee for each application is **\$40.00**.
3. Attach original transcript(s) and/or CACTUS printouts with the relevant courses highlighted. Internet transcripts are **not** acceptable.
4. Send
  - completed application,
  - highlighted transcripts, and
  - processing fee, to:

Utah State Office of Education  
Attn: Janet Strong, Educator Licensing  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, UT 84114-4200

### **For more Information contact:**

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Salt Lake City, UT 84114-4200